



**CITY OF CLEVELAND HEIGHTS  
BUILDING DEPARTMENT  
40 SEVERANCE CIRCLE  
216-291-4900 FAX: 216-291-4421**

**Policy Bulletin**

**No. 88-01-A**

(March 2, 1988)

Re: Rules and regulations for **DEMOLITION of COMMERCIAL BUILDINGS**

**1. GENERAL:**

Demolition work shall conform to provisions of Ohio Building Code (OBC) Article 18, National Fire Protection Association (NFPA) Chapter 241, Codified Ordinances of the City of Cleveland Heights and Building Department Policy Bulletin 88-01. Asbestos removal activities shall conform to federal and state Environmental Protection Agency rules and regulations.

**2. REQUIRED PLANS:**

- a. Furnish site plan showing property and contract limit lines. Clearly identify structure(s) to be demolished and show all underground utilities which will be disconnected. Show location of proposed fences and barricades.
- b. Furnish demolition specifications describing plan of operation, e.g., use or blocking of sidewalks and other rights of way, method of demolition and debris removal, protection of excavated areas, backfill material, site restoration and landscaping, fences and/or barricades to be used.

**INTERIOR DEMOLITION** — In addition to a site plan, submit plans for all floors, detailing scope, method of demolition, means of protecting unaffected areas, utility disconnections.

**NOTE:** Applicants submitting separate demolition proposals and plans for subsequent alteration/new construction at two different points in time will be assessed separate fees for each submission. If both sets of plans are submitted at the same time, as part of one review package, only the fee for alteration/new construction will be assessed.

- c. Obtain a Contractor's License (packet available in the Building Department).
- d. Submit a copy of asbestos removal permit. Asbestos must be removed from premises before demolition work begins. Contact City of Cleveland, Division of Air Pollution Control, 664-3500, for asbestos removal information and permit procedures.
- e. Neighboring properties owners must be notified in writing of the proposed demolition. Copies of these letters must be submitted to the Building Department with other permit application materials.

**For further information contact the Building Department at 291-4900.**